



# TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Robert Leete • Vice-President – Kevin Graves • Director – Bill Mayer • Director – Bill Pease • Director – Chris Steele

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OF THE TOWN OF DISCOVERY BAY  
Wednesday May 17, 2017**

**REGULAR MEETING 7:00 P.M.**

**Community Center**

**1601 Discovery Bay Boulevard, Discovery Bay, California**

**Website address: [www.todb.ca.gov](http://www.todb.ca.gov)**

**REGULAR MEETING 7:00 P.M.**

**A. ROLL CALL AND PLEDGE OF ALLEGIANCE**

1. Call business meeting to order 7:00 p.m. – By Vice-President Graves.
2. Pledge of Allegiance – Led by Vice-President Graves.
3. Roll Call – All Present with the exception of President Leete.

**B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)**

- Public Comment regarding Opting out of the Smart Water Meter.

Legal Counsel Attebery – Provided a background of the agenzized item regarding the smart water meter related to the research done finding no harm. There was discussion regarding the additional attorney's fees related to the opting out of the smart water meter, and whether the commenter has other related electronic devices (cell phone, internet, and computer). The direction to Legal Counsel is to negotiate a solution, including recovery of legal fees.

- Public Comment regarding Traffic on Discovery Bay Boulevard. There was a request for discussion within the District Office related to traffic along with our Town website.

**C. CONSENT CALENDAR**

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve DRAFT minutes of regular meeting for May 3, 2017.
2. Approve Register of District Invoices.

Motion by: Director Pease to approve the Consent Calendar.

Second by: Director Steele

Vote: Motion Carried – AYES: 4 – Vice-President Graves, Director Mayer, Director Pease, Director Steele, NOES: 0, ABSENT: 1 – President Leete.

**D. AREA AGENCIES REPORTS / PRESENTATION**

1. East Contra Costa Fire Protection District Report – Interim Fire Chief Brian Helmick provided a background of East Contra Costa Fire Protection District. There was discussion regarding the Fire District related to limited resources, maintaining staff, medical emergency response, Fire District revenue situation, and providing a report at future meetings.

**E. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA**

1. Veolia Report – Month of April 2017.

Project Manager Berney Sadler – Provided the details of the April 2017 Monthly Operations Report. There was discussion related to Lift Station F.

**F. BUSINESS AND ACTION ITEMS**

1. Discussion and possible action regarding a Contract Amendment related to the SCADA Improvement Project.

Finance Manager Breitstein – Provided details regarding the PLC Panel for the SCADA Project.

Luhdorff & Scalmanini Shobe – Provided additional details regarding the project related to the SCADA system installation by Telstar. There was discussion related to the requested dollar amount, the budgeted amount, total overage, relationships and performance.

Motion by: Director Pease to approve the contract amendment as provided by staff with the condition and the direction of staff to request that the \$3,092.33 be recovered so as to maintain budget.

Second by: Director Steele

There was one Public Commenter regarding the budgeting for the project.

Vote: Motion Carried – AYES: 4 – Vice-President Graves, Director Mayer, Director Pease, Director Steele, NOES: 0, ABSENT: 1 – President Leete.

**G. INFORMATIONAL ITEMS ONLY**

None

**H. DIRECTORS' REPORTS**

1. Standing Committee Reports – Standing Communications meeting update related to the Digital Sign Board and progress on the Website.
2. Other Reportable Items – Boat Show coming up this weekend; Community Center representative will be at the Boat show.

**I. MANAGER'S REPORT**

Recreation Programs Supervisor Kaiser – Provided highlights related to the Summer Activity Guide, Summer Jam, and the summer hiring process for the Community Center. There was discussion related to the Lifeguards being hired.

Finance Manager Breitstein – Provided the details related to the first requisition for the Bond.

**J. GENERAL MANAGER'S REPORT**

1. Report on Grant Writing – Provided details regarding a representative from California Consulting related to attending our next board meeting, June 7, 2017.
2. Water Quality Report for 2016 – Provided details regarding the Annual Water Quality Report for 2016 along with an early version of the official Town of Discovery Bay Guide coming out in July. Also provided an update related to the Town website which includes a link to the Contra Costa County Telephone Emergency Notification System allowing residents to sign up and receive emergency alerts that the County has declared; this update to the website was sent out in an Email Blast.

**K. CORRESPONDENCE RECEIVED**

1. Received May 1, 2017 from Contra Costa County Supervisor Diane Burgis – Discovery Bay P-6 CAC Funding Request.

There was discussion regarding the purchase of a vehicle for the Community Services Officer.

**L. FUTURE AGENDA ITEMS**

District Representative Listing – Legal Counsel provided the details related to the item being on the agenda for the next meeting on June 7, 2017.

The regular meeting adjourned at 8:06 p.m. to the Closed Session.

**M. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA**

(Government Code Section 54957.7)

Legal Counsel Attebery – The Board is now adjourning into closed session regarding item N-1 and N-2.

**N. CLOSED SESSION:**

1. Conference with Labor Negotiator Pursuant to Government Code Section 54957.6  
Agency Designated Representative: Michael R. Davies  
Unrepresented Employee: All TODB Employees
2. Conference with Legal Counsel—Anticipated Litigation pursuant to Government Code Section 54956.9(b) - (Two Potential Cases)

**O. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION**

(Government Code Section 54957.1)

Legal Counsel Attebery – Reporting from Closed Session on item N-1 and N-2 and there is no reportable action.

**P. ADJOURNMENT**

1. The meeting adjourned at 8:28 p.m. to the regular meeting on June 7, 2017 beginning at 7:00 a.m. at the Community Center located at 1601 Discovery Bay Boulevard.

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<http://www.todb.ca.gov/agendas-minutes>